

Message Text

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67

ORIGIN SS-20

INFO OCT-01 NEA-10 ISO-00 A-01 ABF-01 NSC-10 OC-06 CCO-00

PRS-01 SY-10 CPR-02 SSO-00 USSS-00 NSCE-00 RSC-01

/063 R

DRAFTED BY S/S-EX:RMMILLER:MKWM

APPROVED BY S/S-EX:RMMILLER

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S/S-MR. PICKERING

S/S-S-MR. SEITZ

DESIRED DISTRIBUTION

A, A/BF, NEA, NSC, OC, S/PRS, SY, S/CPR

----- 020578

O 040359Z DEC 73

FM SECSTATE WASHDC

TO AMEMBASSY BEIRUT IMMEDIATE

C O N F I D E N T I A L STATE 236934

E.O. 11652: GDS

TAGS: OVIP (HENRY A. KISSINGER), OCON

SUBJECT: SECVISIT - ADMIN. ARRANGEMENTS

1. PARTICIPATION.

SECRETARY'S PARTY ARRIVING SUNDAY, DECEMBER 16 ABOARD SPECIAL MILITARY AIRCRAFT. WILL CONSIST OF AN ESTIMATED THIRTY-FIVE PEOPLE, INCLUDING SUPPORT STAFF AND PRESS. FIRM ETA AND PASSENGER LIST WILL BE SUPPLIED SEPTEL.

2. CUSTOMS, HEALTH AND IMMIGRATION.

REQUEST BULK CLEARANCE AND WAIVER OF VISAS FOR ENTIRE PARTY AND AIRCRAFT CREWS. PASSPORT NUMBERS, PLACE AND DATE OF BIRTH WILL BE PROVIDED SEPTEL. PARTY HAS ALL NECESSARY SHOTS. ASSIGN EMBASSY OFFICER TO RECEIVE
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PASSPORTS FROM TRIP CONTACT OFFICER AND HANDLE ENTRY/

EXIT FORMALITIES. ADVISE DEPARTMENT WHEN WAIVERS ARE GRANTED.

3. SECURITY.

A SPECIAL AGENT FROM THE OFFICE OF SECURITY (SY/I/PSB) WHO WILL BE RESPONSIBLE FOR ALL SECURITY ASPECTS OF THE SECRETARY'S VISIT WILL ARRIVE AT POST FIVE TO SEVEN DAYS BEFORE THE ARRIVAL OF THE SECRETARY'S PARTY. HIS ETA TOGETHER WITH ADVANCE SECURITY INSTRUCTIONS WILL BE THE SUBJECT OF A SEPARATE MESSAGE.

4. ACCOMMODATIONS.

OFFICE SPACE AND STAFF

TWO CONTIGUOUS OFFICES SHOULD BE SET ASIDE IN THE CHANCERY AS NEAR TO THE COMMUNICATIONS CENTER AS POSSIBLE FOR S/S-S AND SET UP WITH:

A. THREE DESKS OR WORKING TABLES FOR OFFICERS AND THREE TYPING TABLES FOR SECRETARIES WITH ADEQUATE LIGHTING.

B. NORMAL OFFICE SUPPLIES AND FORMS.

C. TWO CONFERENCE TYPE TABLES.

D. ONE BEST AVAILABLE COPYING MACHINE - ARRANGEMENTS SHOULD BE MADE FOR 24-HOUR SERVICING OF THE MACHINE AND/OR A BACKUP MACHINE.

E. TWO COPIES EMBASSY PHONE BOOK, THE POST REPORT, ONE DIPLOMATIC LIST, AND ANY OTHER USEFUL PAMPHLETS OR INFORMATION.

F. THREE ELECTRIC TYPEWRITERS, LARGE (PICA) TYPE ESSENTIAL, PREFERABLY IBM SELECTRIC.
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G. TELEPHONES - A MINIMUM OF THREE FOR THE TWO-ROOM OFFICE.

H. THESE OFFICES SHOULD BE WITHIN A SECURE AREA OR HAVE CONTROLLED ACCESS USING MSGS.

5. GROUND TRANSPORTATION.

-A. FOR DURATION OF SECRETARY'S VISIT TO YOUR POST,
PROVIDE INDIVIDUALLY ASSIGNED CARS TO THE FOLLOWING:

- (1) LIMOUSINE FOR SECRETARY (WITH SECURITY
- CLEARED CHAUFFEUR);

(2) ONE VEHICLE FOR SECRETARY'S SPECIAL
ASSISTANTS;

(3) ONE VEHICLE FOR SECRETARIAT STAFF
(S/S-S);

. (4) TWO VEHICLES WITH DRIVERS FOR SY
AGENTS.

- (5) ONE VEHICLE FOR WHCA PERSONNEL.

POST MUST NOT PLAN ON USE OF THE ABOVE INDIVIDUALLY
ASSIGNED VEHICLES FOR OTHER PURPOSES.

B. WILL HOST GOVERNMENT PROVIDE ANY LOCAL
TRANSPORTATION? IF SO, WHAT?

C. POST SHOULD FURNISH AT EARLIEST POSSIBLE DATE
CAR ASSIGNMENTS INCLUDING ESCORT OFFICERS AND OTHER
ARRANGEMENTS TO BE USED IN TRANSPORTING PARTY TO AND
FROM AIRPORT, PLUS MEETINGS AND/OR CONFERENCES OF
OFFICIAL PARTY.

D. PLEASE FURNISH ESTIMATE OF DRIVING TIMES FOR:

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(1) AIRPORT TO EMBASSY;

(2) AIRPORT TO FOREIGN MINISTRY;

(3) AIRPORT TO RESIDENCE;

(4) RESIDENCE TO EMBASSY;

(5) RESIDENCE TO FOREIGN MINISTRY;

(6) EMBASSY TO FOREIGN MINISTRY;

. (7) OTHER KNOWN DRIVING TIMES, SUCH AS HOTEL
OR EMBASSY OR RESIDENT TO SPECIFIC LOCATION OF OFFICIAL
RECEPTIONS OR OTHER FUNCTIONS.

6. COMMUNICATIONS.

TELEPHONE COMMUNICATIONS SHOULD ALLOW FOR TWO
SIMULTANEOUS VOICE CONVERSATIONS WITH THE WHITE HOUSE
FOR DURATION OF SECRETARY'S VISIT TO YOUR POST.

ADVISE SOONEST WHETHER THIS CAPABILITY PRESENTLY EXISTS.
IF SO YOU SHOULD MAKE APPROPRIATE ARRANGEMENTS WITH
LOCAL TELEPHONE COMPANY TO PROVIDE PRIORITY OVERRIDE
FOR SECRETARY IN EVENT TELEPHONE CIRCUITS REQUIRED.

WE WISH TO EMPHASIZE THAT THE NEED IS FOR PRIORITY
OVERRIDE. SEPARATELY-LEASED DEDICATED LINES ARE NOT
REQUIRED.

7. FUNDING.

A. REGIONAL BUREAUS WILL ISSUE ORDERS AND FUND
ANY COSTS FOR TDY EMPLOYEES DETAILED TO POST TO SUPPORT
VISIT.

B. POST WILL FUND ALL OVERTIME COSTS (AMERICAN
AND LOCAL), PRINTING, RENTALS, SUPPLIES, VEHICLE
RENTALS OR OTHER RELATED EXPENSES.

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. C. MAKE PROVISION FOR ACCOMMODATION EXCHANGE
AT AIRPORT AND AT CHANCERY FOR THE DURATION OF THE
VISIT (PRE-PACKAGED MONEY IS RECOMMENDED).

8. GIFTS.

WE PLAN EXCHANGE OF GIFTS AT MINISTERIAL LEVEL TO BE
ACCOMPLISHED BETWEEN PROTOCOL OFFICERS. IF YOU
AGREE, PLEASE INFORM DEPARTMENT NAME OF GIFT OFFICER
SOONEST.

9. MISCELLANEOUS.

-A. ADVISE OF ANY LOCAL HOLIDAYS, WORKING CONDITIONS
OR SPECIAL SITUATION (I.E., STRIKES, CURTAILMENT OF
SERVICES, ETC.) THAT MIGHT AFFECT THE VISIT.

B. ADVISE OF ANY SPECIAL PRECAUTIONS YOU DEEM
NECESSARY CONCERNING POTABILITY OF WATER.

C. ADVISE LOCAL ELECTRIC CURRENT CHARACTERISTICS
(VOLTAGE AND CYCLES).

D. PLEASE FURNISH ANTICIPATED LOCAL WEATHER CONDITIONS, INCLUDING AVERAGE HIGH AND LOW TEMPERATURES, SO THAT MEMBERS OF PARTY CAN BE GUIDED ACCORDINGLY WHEN ARRANGING CLOTHING FOR THE TRIP.

E. PLEASE FURNISH SOONEST YOUR RECOMMENDATIONS AS TO HOW OTHER MEMBERS OF PARTY MAY PASS THEIR TIME WHILE OFFICIAL PARTY AND STAFF (PARAGRAPH 5A) ARE OCCUPIED.

10. DEPARTMENT CONTACTS FOR VISIT.

TRIP CONTACT OFFICER (WILL ACCOMPANY THE SECRETARY) -
ROBERT M. MILLER, S/S-EX, EXT. 20982.

TRIP PROJECT OFFICER (DEPARTMENT ADMINISTRATIVE SUPPORT) -
CHARLES P. REILLY, S/S-EX, EXT. 29221.

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ADVISE SOONEST NAME OF EMBASSY CONTROL OFFICER(S) AND
HOME TELEPHONE NUMBER(S). KISSINGER

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NNN

Message Attributes

Automatic Decaptioning: X
Capture Date: 01 JAN 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 04 DEC 1973
Decaption Date: 01 JAN 1960
Decaption Note:
Disposition Action: RELEASED
Disposition Approved on Date:
Disposition Authority: garlanwa
Disposition Case Number: n/a
Disposition Comment: 25 YEAR REVIEW
Disposition Date: 28 MAY 2004
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1973STATE236934
Document Source: CORE
Document Unique ID: 00
Drafter: EX:RMMILLER:MKWM
Enclosure: n/a
Executive Order: GS
Errors: N/A
Film Number: n/a
From: STATE
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1973/newtext/t19731246/aaaabhsc.tel
Line Count: 250
Locator: TEXT ON-LINE
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Original Handling Restrictions: n/a
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TAGS: OVIP, OCON, (HENRY A KISSINGER)
To: BEIRUT
Type: TE
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